



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

April 1, 2015

Sarah Horn
821 8th Street SE
Independence, IA 50644

Dear Child Care Provider,

This letter is in regards to the March 16, 2015 compliance check of your Level B, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

☐ 110.5(1) Conditions in the home are safe, sanitary, and free of hazards.

Has hot tub outside patio doors on the deck. Has a cover. If it locks you need to ensure that it is locked. If it does not lock you will need to ensure that it is inaccessible to children.

☐ 110.5(1)b All medicines and poisonous, toxic, or otherwise unsafe materials are secured from access by a child.

You need to put a child proof fastener on tall cabinet in the bathroom.

☐ 110.5(2) A provider file is maintained and contains:

☐ 110.5(2)a A physician's signed statement of health and immunization status on the provider and all members of the household who may be present when children are in the home. Statements must be obtained at the time of initial registration and updated every three years.

Need physical form completed for Darren and in your provider file.

☐ 110.5(2)c An individual file is maintained for each staff assistant and contains:

You currently do not have ANY DHS APPROVED SUBSTITUTE NOR ASSISTANTS

If you plan to use your mother or your sister as a substitute or assistant in your home you will need to contact Child Care Registration at (866)448-46605.

☐ 110.5(8) Children's Files

☐ 110.5(8) An individual file is maintained for each child and updated annually or when there are changes. Each file contains:

☐ 110.5(8)c A signed medical consent from the parent authorizing emergency treatment.

Missing for 2 children – infant / preschooler.

☐ 110.5(8)d For infants and preschoolers: An admission physical examination, on the first day of attendance, including past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary. The date of the exam is not more than 12 months before the child's first day of attendance.

Missing for 2 children.

☐ 110.5(8)e For infants and preschoolers: A statement of health signed by a physician submitted annually.

Missing for 2 children.

☐ 110.5(8)g A signed and dated immunization certificate provided by the state department of public health.

Missing for 2 children.

☐ 110.9(3) Facility requirements

☐ 110.9(3)c If the second story or basement are used for childcare, other than the use of a restroom, there is, in addition to one inside stairway, at least one direct exit to the outside.

Before you can use the lower level for child care you will need at least one handrail going down the staircase.

The bottom of the window opening is not more than 44 inches above the floor with permanent steps inside leading up to the window.

Before you can use the lower level for child care you will need to measure from the floor to the bottom of the window opening , if it is more than 44 inches, you will need to have permanent steps leading up to the window, in addition you will need steps leading out of the egress window well.

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration.

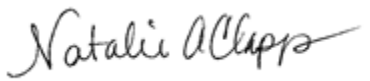
Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations within the next 45 days.

☒ Based on the items out of compliance listed above, you will be required to have a recheck or follow up visit to your home. This visit will occur after the 45 day time period has elapsed.

Please do not hesitate to contact me at DHS at 319-292-2360 if you have any questions regarding this letter.

Sincerely,

Patricia Smart
Social Worker II



Social Work Supervisor

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 319-334-5900.

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to http://dhs.iowa.gov/sites/default/files/CC_Professional_Development.pdf and you can sign up for training at <http://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: •

Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).